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FEC MAIL CENTER

Nov. 8, 2010

Benjamin J. Holly
Federal Election Commission
Washington, D.C. 20463

Dear Mr. Holly,

This letter is in response to your letter of October 5th, 2010.

In this letter you ask that we clarify our procedures for establishing "Best Efforts" for information on contributors of \$200 or more. The required information includes, name, mailing address, occupation, and employer's name. In some instances, we do not have occupation and employer information, but we do have names and addresses for them – as we have reported to the FEC. Our contribution request forms ask for all required information, but occasionally our donors fail to fill it out, or send a contribution spontaneously that does not include all of it.

Our procedure has been to ask for the missing occupation and employer information in a personal letter to each individual within 30 days of receiving the donation. Our letter does NOT ask for money and included with it is a return envelope. Many of our donors have supplied information in response to this letter.

A sample of the letter we have been using is shown in Exhibit A. Although it is simple, we do not see anything wrong with it and as far as we can see it is perfectly adequate. The envelope that goes with it is shown in Exhibit B.

In response to your letter, however, we have acquired a sample letter from a professional organization. An example of this letter is shown in Exhibit C. We have sent this letter (along with another envelope as shown in Exhibit B) to everyone who has not yet provided complete information – even when the information has already been requested using our earlier letter. Although we are only legally required to send one letter we felt that, in view of your concerns, we should make this additional effort.

If you feel that anything in our procedure or follow up requests is inadequate, please inform us of what it is. It is our intention to completely satisfy the FEC legal reporting requirements.

Amended reports with any additional information will, of course, be filed soon.

Best Regards,


Noah Robinson (Treasurer)

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